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Meet 3
EO-8797

MINUTES OF DEPUTY DIRECTOR (SUPPORT)

STAFF MEETING

12 October 1955

Distribution

Deputy Director (Support)
Assistant Deputy Director (Support)
General Counsel
Director of Communications
Comptroller
Director of Logistics
Director of Personnel
Director of Security
Director of Training
Chief, Audit Staff
Chief, Commercial Staff
Chief, Management Staff
Chief, Medical Staff
Special Support Assistant
Chief, Project Administrative Planning Staff
Assistant for Administration, DD/I

Document No. 004
NO CHANGE in Class. ☐
☒ DECLASSIFIED
Class. CHANGED TO: TS S C
DDA Memo, 4 Apr 77
Auth: DDA REG. 77-11963
Date: 28/02/78 By:

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MORI/CDF Pages 2
and 3

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1. Colonel White opened the Staff Meeting with comment upon the status of the rescinding of out-of-date Confidential Funds Regulations. Rescissions were to be complete on 1 January 1955 originally; he was advised 7 October 1955 by the Office of Personnel that these rescissions were now complete insofar as that office was concerned and that Regulations Control Staff was in the process of bringing about appropriate coordination. The Chief, Management Staff was requested to expedite coordination of these rescissions with the view of meeting a final deadline of 1 January 1956.

2. Colonel White pointed out that travel and/or leave by key field personnel of DD/S Offices require headquarters approval; office heads were advised to make sure that necessary controls to carry out this practice are in order.

25X1 3. [] was introduced as the DD/S liaison representative to the Building Planning Staff. Colonel White explained that this appointment would not alter current responsibilities of Mr. Garrison and [] in building matters. [] will be concerned with representing the interests of DD/S offices in the building to the Planning Staff. As a corollary to the appointment of [], each office was called upon to appoint a senior officer to serve as a point of contact on building matters for []

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4. Apropos of observations made by General Cabell at the 10 October Senior Staff Meeting on the subject of "corridor gossip," Colonel White cautioned office heads of the need to remind their people that personal and official talk concerning Agency affairs should be based upon the "need-to-know" principle.

25X9 5. Colonel White reported on the status of supergrade ceiling deliberations and pertinent discussions held with the Bureau of the Budget as well as at the Supergrade Review Board meeting. The proposal to raise our ceiling from [] positions was questioned by the Bureau of the Budget and pointed reference made to:

- a. Large numbers of supergrades on small staffs (ONE),
- b. Heavy supergrade representation in headquarters possibly at the expense of the field,
- c. An excessive number of supergrade special assistants in relation to line officer supergrades, and
- d. Grade spiralling at the GS-14 and GS-15 levels which was judged likely if supergrades were increased.

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Colonel White reviewed remarks which he had made in answer to this questioning and noted that, despite the reaction which he had met at the Bureau of the Budget, he had spoken in favor of planned expansion of supergrades before the Supergrade Review Board. Obviously, we must be prepared to justify and defend not only additional but existing supergrades and, with this idea in mind, Colonel White recommended to the Board a study of all present and projected supergrade positions preparatory to submission of a conclusive supergrade report to the Director. Mr. Reynolds will be responsible for the over-all expansion of this study.

25X1 6. Mr. Reynolds was called upon to comment briefly on the Honor and Incentive Awards Programs, progress of the Consolidated Charities Fund Drive and the Public Service Aid Society. The policy statements of the Honor Awards Board and the Incentive Awards Board were reviewed together with recent deliberations of each group. These Boards, chaired by Mr. Reynolds (Honor Awards) and [redacted] (Incentive Awards), work in close collaboration with each other and jointly consider recommended awards. Colonel White requested office heads to stimulate interest in these programs and give thought to individual actions warranting consideration by these Boards.

Mr. Reynolds noted excellent progress on the Consolidated Charities Fund Drive. Currently, pledges total approximately \$74,000 and it is expected that this figure will reach about \$90,000 before the conclusion of the drive.

The Public Service Aid Society was briefly described as an extreme hardship fund currently backed by Agency "alumni" and certain Agency officers. Legal provision for the Society has been established and a Board of Directors and officers are now in being. Positive steps will be taken to collect funds for the Society after the first of the year.

7. The meeting adjourned at 12:05 p.m.

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